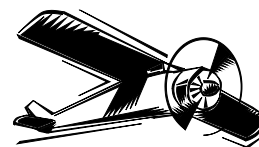


FENLAND AERO CLUB – Committee

Fenland Airfield, Jekils Bank, Holbeach St Johns Spalding, PE12 8RQ

EGCL / Tel: 01406 - 540330 / Email: secretary@fenlandairfield.co.uk



MINUTES OF THE MEETING OF THE FENLAND AERO CLUB COMMITTEE

Attendees:	Braden Connolly (BC), Josh Brown (JB), Steve Brown (SB), Rynardt Spies (RS), Colin Albone (CA), Lisa Brian (LB), Oliver Wheeldon (OW)
Apologies:	Peter Begley, Peter Suckow, Peter Tyers
Absent:	Runways Restaurant

Wednesday, 29 May 2024 18:30

AGENDA OF THE SAFETY MEETING OF THE FENLAND AERO CLUB

1. Safety matters

AGENDA OF THE COMMITTEE MEETING OF THE FENLAND AERO CLUB

1. Apologies

Apologies were received from Pete Begley, Pete Tyres, and Peter Suckow.

2. Minutes of previous meetings

BC asked if everyone had an opportunity to read the minutes from the previous meeting and if there were any corrections. CA proposed the minutes, and RS seconded. The minutes were accepted unanimously.

3. Matters arising

a. Review position on National Grids proposals

OW raised concerns about the National Grid's expansion, which might affect the airfield. BC and OW discussed the proximity of the expansion to the ATZ. JB provided a visual aid to show the location. OW suggested ensuring representation with the local council.

BC emphasized the need to be listed as a stakeholder. JB agreed to follow up and ensure the club is involved in future consultations.

Action: JB to ensure the club is listed as a stakeholder and to follow up with the National Grid and local council.

b. AGM

BC proposed moving the AGM to July 3rd instead of the third Wednesday in June. JB mentioned he could not attend in June but could on July 3rd. The proposal was accepted. CA suggested having a buffet rather than a meal for the AGM supplied for by Runways. CA offered to provide a PA system.

BC agreed to prepare and send a newsletter to members ahead of the AGM.

OW noted he would be on holiday during the AGM, but the committee agreed the accountable manager would not be required for the AGM.

Decision: The AGM will be held on July 3rd. (Proposed by CA, Seconded by RS)

Action: CA to arrange and provide PA system for AGM.

Action: JB to notify members are prepare for the AGM as per the club rules.

Action: BC to prepare and send newsletter to members ahead of the AGM.

4. Club Administration

JB reported that Border Force and National Frontier Approvals Unit had finally approved Fenland as a regulated aerodrome, and that we'd already had our first international flight arrive at the airfield this year.

JB also shared an update on progress of modernising the clubs IT systems, having secured an account with Google Workspace as a non-profit, which over time would allow us to have more control over our email accounts, and replace other costs like Dropbox for file management.

JB noted the only remaining outstanding item at the time was the Unitel phone contract. LB raised the phone system as larger ongoing issue. BC noted that the fuel system phone line was a blocker, and he was in process of waiting for a response from Tokheim. RS proposed trialling VoIP systems as a potential low-cost replacement. BC raised that the costs would likely be in initially securing VoIP handsets.

a. 'Free landing' voucher for Flyer magazine

JB discussed offering a 'Free landing' voucher for Flyer magazine in exchange for advertising Wings and Wheels. BC proposed offering the voucher in October to minimize lost revenue, JB seconded. The proposal was accepted.

Action: JB to contact Flyer magazine regarding proposal

5. Memberships

LB reported three new flying members and one new social member for April. There were discussions about membership payments, types and participation levels to remain compliant as a Community Amateur Sports Club. CA felt there had been an increase in social membership which may put us at risk. LB and JB agreed to investigate this and

ensure we remain compliant, with LB including the number of each type in future meetings.

The committee also discussed the need for condolence letter for a deceased member. BC agreed to draft the condolence letter. JB noted that the member had a plane in the hangar and their partner is discussing that matter with Pete Begley.

Action: BC to draft a condolence letter for the family of the deceased member.

Action: LB to include the number of flying, associate flying, and social members in future meetings.

6. Finance

RS reported a surplus for April, better than the previous year. The annual loss was less than expected at £6,601 and reduced compared to £28,640 the previous year. There was discussion about membership payments and the need to pay an invoice for the accounts.

RS noted that turnover of fuel was less in the last year compared to the previous, however with the increased margins we'd made more money.

The committee discussed energy costs, and JB reported that, despite attempts to do so, there were no options available to exit our contract early to pursue a cheaper rate. Since this is a business contract it is not provided the same protections as residential/consumer energy. BC added that while it still was likely the right decision at the time as we were facing paying ~80p per k/Wh rather than just over ~30p per k/Wh we pay today.

7. Fuel

BC mentioned the increased cost of Jet A1 and Avgas. Efforts were ongoing to secure a delivery of UL91. Which looked like it would come down soon.

8. Safety matters

SB discussed an incident involving two aircraft lined up in front of a landing aircraft. He suggested limiting formation take-offs to instructors only. OW and RS felt the proposal was a knee-jerk reaction. CA proposed the motion Steve had suggested. The proposal was not seconded. The committee agreed that this incident should be approached with the requirement for further training, which the pilots of the aircraft involved had already agreed to undertake before leading any more formation flights. OW suggested monitoring formation related incidents before making procedural changes.

9. Airside and Accountable Manager matters

RS mentioned ongoing tasks like painting runway designators and addressing airfield incursion. OW emphasized the need to address audit findings by July 4th. JB agreed to log tasks and assign responsibilities.

Action: RS to paint runway designators and write a letter regarding airfield incursion.

Action: BC to handle signage around airfield.

Action: JB to log tasks and responsibilities identified from audit.

10. Non-airside matters

BC discussed the need to replace the fat trap and the boiler. RS mentioned ongoing efforts to repair the boiler and suggested getting quotes for its replacement. The committee agreed to proceed with a pest control contract, and RS will speak to Tim about a permanent solution for potholes.

JB noted that works on the front entrance had commenced with Tim Dighton working on the fencing and bedding for some shrubs. JB added he would get back in contact with someone to supply the shrubs as agreed in the previous meeting. JB also noted that Tim would be fixing the benches this following weekend.

Action: BC to continue efforts to replace the fat trap.

Action: RS to get quotes for boiler replacement.

Action: RS to speak to Tim about a permanent solution for potholes.

Action: JB to arrange supply of shrubs for the entrance.

11. IER/RFFS

JB read a report from Peter Suckow stating that new gloves were purchased, and door catches on the truck were replaced. Fire extinguisher updates were pending. A new volunteer is undergoing induction.

12. Hangars

BC noted there was no new information from Pete Begley, but there was a waiting list for hangar space.

13. Events

a. Aerobatics Weekend (May 18th – 19th)

The event was reported successful. The organizers were looking forward and hopeful to the next potential event on July 27th.

b. BAeA Open day and aerobatic fly-in (July 27th)

BC and JB discussed the proposal for another event in July. The committee agreed to allow the event but with no additional commitments from the club due to lack of time or resource. JB will communicate this to the organizers.

c. Air Race (August 17th – 18th)

BC discussed the revised course for the air race. SB was satisfied with the new course. BC will ask the organizers for a clearer timetable.

d. Wings and Wheels (August 25th)

BC mentioned that flyers had been ordered and would be delivered soon. They will be left at the flying school for collection.

14. Fenland Flying School

SB reported the acquisition of a new Cessna 152. LB mentioned the need for more parking starting in June.

15. Runways Restaurant

There were reported ongoing issues with the restaurant closing early. BC will email Karolina to enforce the terms of the agreement.

16. AOB

LB raised the issue of access to security cameras. BC mentioned that the current system was broken and suggested that it might be a task for the next committee to address.

17. Date of next meeting

The committee agreed to hold a meeting in June to prepare for the AGM on July 3rd. BC will conduct a poll to finalize the date.

18. Closure of meeting

The meeting closed at 20:15